

Chapter 27 CONTRACT REPORTING

27-1 INTRODUCTION

The purpose of contract reporting is to inform Congress and the public of reportable contract actions awarded with appropriate funds as defined in FAR 4.6. Also as stated in DPAP Memo, dated Dec 29 2006.

27-2 CONTRACTING ACTIONS REPORTED

Each agency shall establish and maintain for a period of 5 years a computer file, by fiscal year, containing unclassified records of all procurements exceeding \$3,000, IAW FAR 4.601 with in the Federal Procurement Data System – Next Generation (FPDS-NG).

All organizations that are awarding contract actions that meet the criteria set forth in the FAR are required to report, including modifications (regardless of dollar value including \$0 modifications) to contract actions previously reported to FPDS-NG. Reporting administrative modifications is especially important when information on the contract action report itself changes due to the modification (i.e. novation agreements) unless the modification is reported, erroneous data will be carried forward into future modification or order contract action reports without the ability to edit it.

Report all basic IDVs regardless of dollar value, Basic “D”, “G”, “A” type contracts. There must be a basic document in FPDS-NG prior to reporting any order or modification.

27-3 FEDERAL PROCUREMENT DATA SYSTEM – NEXT GENERATION (FPDS-NG)

FPDS-NG Webpage: <https://www.fpbs.gov>

FPDS-NG User Manual is on the FPDS-NG Webpage: <https://www.fpbs.gov>

FPDS-NG Q&A: <http://www.fpbsng.com/questions.html>

BETA FPDS-NG Webpage: <https://beta.fpdsng.com>

FPDS-NG Project Webpage: <http://www.fpdsng.com> (Service Release notes, data dictionary and documentation)

AF Contracting Portal Homepage Reporting Information

<https://www.my.af.mil/gcss->

[af/USAF/ep/globalTab.do?channelPageId=s6925EC1351670FB5E044080020E329A9](https://www.my.af.mil/gcss-af/USAF/ep/globalTab.do?channelPageId=s6925EC1351670FB5E044080020E329A9)

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